

# Virginia Tech Graduate Honor System

## Facilitated Discussion Order of Events

1. Facilitator introduces him/herself, then ask other parties (referrer(s), referred student(s)) to introduce themselves.
2. Facilitator reads charge and corresponding definition from GHS constitution, and reminds everyone of the purpose of the FD and the option to withdraw from the FD at any time.
3. Facilitator asks the referrer to state the reason for the referral and share any relevant evidence. Referrer provides evidence, explanation, etc.
4. Facilitator asks referred student(s) to respond, explain their actions and thought process, and provide evidence, if applicable.
5. Facilitator asks probing questions to help parties uncover the truth about the context and circumstances of the case and engage in dialogue about what happened.
6. When it appears that all questions have been exhausted and all facts of the case have been shared and are understood by all parties, the facilitator asks each student: Do you [referred student] accept responsibility for the suspected violation?
  - If yes: Proceed to identifying penalty (proceed to Step 7)
  - If no: Facilitator asks each referrer: Do you [the referrer] agree that the student is not responsible for a violation?
    - If yes: Dismiss the case (proceed to Step 8)
    - If no: Send case to evidence gathering and review (proceed to Step 8)
7. Facilitator prompts referrer(s) and referred student(s) to discuss penalty options and select appropriate penalty(ies) from the following:
  - Honor system probation and zero on the assignment (mandatory)
  - Record of action kept in student's file in the Graduate School, with copy sent to the student's academic department chair
  - Student is required to attend a meeting with the Chief Justice and the Dean of the Graduate School
  - Student is required to write a reflection essay on academic integrity, prevention of misconduct, and/or what they have learned about academic integrity, or other topic identified by the GHS
  - Student is required to complete GRAD 5014: Academic Integrity and Plagiarism course
  - If parties are unable to agree to a penalty, facilitator sends the case to investigation
8. Facilitator reminds both parties that they can withdraw from the decision within 48 hours, then completes the Record of Facilitated Discussion form for each accused student noting the outcome of the discussion.
9. All parties sign the form.
10. Form(s) is submitted to the Chair of the Graduate Honor System.